

AGENDA

BOARD OF TRUSTEES MEETING
Thursday, September 16, 2004, 10:00 a.m.
Utah Counties Insurance Pool Building
5397 South Vine Street, SLC, UT

PLEASE READ: Minutes

PLEASE BRING:

	Call to Order	Dan McConkie
	Review of Board Members Absent	
	Approval of August Minutes	
ITEM	INFORMATION	
1	Brokers Report	Rich Stokluska
2	Loss Control Managers Report	Mark Brady
3	Chief Executive Officers Report	Lester Nixon
4	2004 Membership Meeting	Dan McConkie
5	Sublease Purchase Agreement and Discussion of Alternatives	Lester Nixon
6	Audit Committee Report	Lynn Lemon
	ACTION	
- 7	Approve Updated UCIP Planning Document	Lester Nixon
8	Approve County Vehicle Use Policy	Lester Nixon
9	Approve Revised 2004 Multiline Budget	Lester Nixon
10	Approve Revised 2004 Workers Compensation Budget	Lester Nixon
11	Approve 2005 Multiline, Workers Comp & Administrative Budget And set public hearing for December 16, 2005	Lester Nixon
12	Approve 2005 Multiline Premium Formula	Lester Nixon
13	Approve 2005 Workers Compensation Premium Formula	Lester Nixon
14	Ratification and Approval of Payments	Gene Roundy
15	Set Date and Time for Closed Meeting to Discuss Pending or Reasonably Imminent Litigation	
16	Action on Litigation Matters	Kent Sundberg
17	Set Date and Time for Closed Meeting to Discuss Character, Professional Competence, Physical/Mental Health of an I	
	Other Business Adjourn	

ADDITIONAL INSTRUCTIONS: Lunch will be provided.

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Sonya White

From: Sonya White [sonya@ucip.utah.gov]

Sent: Wednesday, September 15, 2004 8:30 AM

To: 'editor@sltrib.com'
Subject: Notice of Meeting



MINUTES

September 16, 2004, 10:00 a.m. Utah Counties Insurance Pool Building, Murray, UT

BOARD MEMBERS PRESENT

Dan McConkie, President, Davis County Commissioner Lynn Lemon, Vice President, Cache County Executive

Gene Roundy, Secretary-Treasurer, Iron County Commissioner

Steve Baker, Davis County Personnel Director Kay Blackwell, Piute County Commissioner Jim Eardley, Washington County Commissioner Jerry Grover, Utah County Commissioner

Ed Phillips, Millard County Sheriff

Kent Sundberg, Utah County Deputy Attorney Steve Wall, Sevier County Clerk-Auditor

BOARD MEMBERS

ABSENT

Ken Bischoff, Weber County Commissioner Ira Hatch, Emery County Commissioner

OTHERS PRESENT

Lester Nixon, Chief Executive Officer Mark Brady, Loss Control Manager Sonya White, Executive Assistant Korby Siggard, Claims Manager

Brody Parker, Workers' Compensation Safety Specialist Rich Stokluska, Arthur J. Gallagher, Senior Vice President

CALL to ORDER

Dan McConkie called the meeting of the Utah Counties Insurance Pool Board of Trustees to order at 10:00 a.m. on September 16, 2004. Dan welcomed those in attendance.

REVIEW of BOARD MEMBERS ABSENT

Due to conflicting meetings, Ken Bischoff and Ira Hatch requested to be excused from this meeting. A motion was made to excuse Ken Bischoff and Ira Hatch from the September 16, 2004 Board of Trustees meeting. The motion was seconded and passed unanimously.

APPROVAL of AUGUST MINUTES

The minutes of the Board of Trustees meeting held August 19, 2004 were previously sent to the Board members for review. Steve Wall noted that Rob Rich's name is misspelled, i.e., Robb, in the second to the last sentence on page two under FIXED INCOME PORTFOLIO REVIEW. Also on page two under REVIEW of FINANCIAL STATEMENTS, correct the statement made by Geri Douglas to read: The majority of the Pool's current assets (cash and cash equivalents), as shown on the Balance Sheet, are its monies in the Public Treasurers Investment Fund (a breakdown is listed on page 10). On page five, Steve Wall asked if the term, authorization to borrow is correct under the APPROVE BUSINESS CARD

and BUSINESS CARD INCREASES for STAFF. Sonya White explained that is the term Wells Fargo uses but that term was not used in the motion. The motion will be corrected to read: Gene Roundy made a motion for the authorization to borrow from Wells Fargo Bank for authorizing business card increases for staff in the amounts of \$10,000 for Lester Nixon, \$5,000 for Mark Brady and \$5,000 for Sonya White and authorization to borrow from Wells Fargo Bank for a new business card in the amount of \$2,500 for Brody Parker. Kay Blackwell seconded the motion, which passed unanimously. Ed Phillips made a motion to approve the August 19, 2004 meeting minutes as corrected. Steve Wall seconded the motion, which passed unanimously.

BROKER'S REPORT

Rich Stokluska reported that he and John Chino are still working on the Pool's 2005 renewal and should have quotes for the liability program in October. Rich had the opportunity to speak with Phil Bell, County Reinsurance Limited (CRL), who is expecting a flat renewal for liability. CRL pricing and individual member costs are driven by 1) loss history (75%) and exposures (25%) and 2) group rates (80%) and individual state rates (20%). Rich is optimistic that if the exposures and experience of the Pool stay the same then the liability renewal will be flat or possibly less. Experience in the property marketplace this year is generally a 10-15% decrease but this was before the hurricane losses. Travelers Insurance Company does not appear to have a lot of business that is being affected so it may not impact their quotes. Gallagher is hearing that some companies are ceasing to provide quotes until they can assess the hurricane results on their book of business. Rich is negotiating with other markets to provide quotes by October but new carriers like to get to know their clients before quoting so it may take longer. CRL is having problems putting together their property program because of the number of costal property members; markets do not want to pick up a large book of business right now if they have coastal exposure.

LOSS CONTROL MANAGER'S REPORT

Mark Brady reported on the current activities and projects of the Loss Control Department (see attachment #1). The August Certification Training was well attended and received good reviews. Jim Eardley requested that staff look at having a more sensitive schedule for those who need to attend the Certification Training to qualify for the credit.

Harassment, Drug Testing/Drug Free Workplace and Workers' Comp Reporting Requirements training was conducted in San Juan County; a Defensive Driving Course was conducted in Carbon and Tooele Counties and Safety Committee consultations were held in Carbon and Emery Counties. Current projects include: 1) training for Law Enforcement in the areas outlined in the Risk Management Program conducted at regional locations; 2) newsletter to update Sheriff's Offices on current liability issues focusing on UCIP's claims history, claims likely to be seen in Utah and advice for avoiding these claims; 3) updates on Tenth Circuit and Supreme Court decisions that impact liability prepared for member counties: and 4) development of a Risk Management Program for UCIP Workers' Comp members. Mark reported that UCIP is sponsoring the Utah Sheriffs' Association Fall Workshop September 20-22. Mark will begin conducting Risk Management Program reviews between now and November 30. Preparations are being made for the 2005 Annual Facilities Maintenance Program and Planning and Zoning Conference.

The issue of Drug Task Force Agreements was discussed at Wednesday's Litigation Management Committee meeting. There is no statewide regulation which makes these agreements hard to assess when entities are sued. Mark will request copies of the counties' Drug Task Force Agreements and Mutual Aid Agreements and identify those counties that have no agreement. Mark will begin working with the cities, i.e., Utah Local Governments Trust and Utah Risk Management Mutual Association to standardize the agreements. UCIP will start with law enforcement where the accident frequency is higher (eight suits are currently open involving Mutual Aid Agreements) and then will move on to the Fire Departments.

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CHIEF EXECUTIVE OFFICER'S REPORT

Lester Nixon proposed that the Board consider reducing the number of Board meetings to six a year (once every other month) starting in February 2005. If an emergency meeting is needed, the Board can conduct a telephonic conference as long as notice is provided pursuant to the UCIP Bylaws. The Board agreed to six meetings per year and directed Lester to present the schedule to the Board at its next meeting.

Lester reported that reservations have been made for those Board members attending the AGRIP Governance Conference (October 18-20) at the Hershey Hotel. Harold Pumford asked Lester to sit on a panel for the Wednesday morning session; topic: *The Best Board I Ever Worked With*.

Lester proposed a new program for Pool Members; Land Use Hotline. Lester requested a budget of \$25,000 to fund the program which will involve the hiring of an attorney whose expertise is land use issues. When a member anticipates a problem in this area, they can call the hotline to receive expert advice and hopefully curtail these issues before they end up in court. If the attorney feels more extensive time is needed with a member, then they will be referred to the UCIP staff. Lester feels this program will solve a lot of problems with this growing trend.

Pursuant to the Board's direction, Lester reported that regional training for newly elected officials will be provided in the areas of liability and member coverages using some of the discussions presented at the Certification Training. After the election, staff will have a better idea whether to conduct training regionally or provide funding for travel to train at the UCIP building.

Lester Nixon reviewed the workers' compensation report as of August 31, 2004 with the Board (see attachment #2). The 2004 premium total is \$906,251 and paid claims are at \$135,561.

2004 MEMBERSHIP MEETING

Pursuant to the direction of the Board at its August 19, 2004 meeting, Dan McConkie reported that the schedule at the Utah Association of Counties (UAC) Convention on November 10 is full and therefore it would better serve the UCIP Membership to schedule another date for the Annual Membership Meeting. Sonya White said that Thanksgiving Point is tentatively reserved for UCIP on December 9. Dan and Lynn Lemon are unavailable that day so the Board directed Sonya to see if Thanksgiving Point can accommodate the membership meeting, dinner & activity on December 2. If not, find another facility for that date. The Board would like to hold its November meeting at the UAC Convention and directed Dan to schedule a breakfast meeting on either November 10 or 11.

SUBLEASE PURCHASE AGREEMENT and DISCUSSION of ALTERNATIVES

Lester Nixon reported that the UAC/UCIP Joint Committee is scheduled to meet on September 29 at 1:00 at the UCIP Building to discuss the sublease purchase agreement. Lester provided the Board with information relating to alternative locations for the Committee to use as a comparison (see attachment # 3). UCIP is paying approximately \$90,000 a year to the Utah Association of Counties for office space. A rental proposal received from Utah County is \$17 a square foot or approximately \$34,000 a year. A commercial office condo, located just across the street, is available for purchase at \$395,000 (\$132 a square foot) or for rent at \$13 a square foot. In the Salt Lake Tribune, Class "A" Office Space is available for \$13-\$17 a square foot.

AUDIT COMMITTEE REPORT

Lynn Lemon reported that the Audit Committee met this morning to review and discuss the proposed changes to the 2004 multiline and workers' compensation budgets. Lester Nixon will present these changes to the Board under agenda action items nine and ten.

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APPROVE UPDATED UCIP PLANNING DOCUMENT

The UCIP Planning Document was presented to the Board at its August 19 meeting for review and input. Lester Nixon explained that the updates were made based on the discussions at the June Board retreat. The goals include: 1) Determine permanent location of UCIP; 2) Explore employee benefits coverage for members; 3) Increase member participation in the Risk Management Program; 4) Provide training and education opportunities for members, Trustees and staff; 5) Benchmark UCIP's performance with that of other pools in the region; and 6) Devise incentive program for Workers' Compensation. In regards to goal number two, Lester reported that the Health Pool in Montana has a structure that may also work in Utah if the circumstances are right. Arizona uses a broker for their health pool and Ohio is having problems with the pool they started on July 1 because of lower participation than expected. Montana and Ohio may have elements that UCIP can use in a health pool. There is a lot to consider in this process; Lester will keep the Board updated. In regards to goal number six, Mark Brady and Brody Parker have started to develop a risk management program for the workers' compensation program. Steve Baker recommended that under Situational Analysis, page two, the Economic bullet three be changed to Different Economic Pressures. Jerry Grover made a motion to approve the updated UCIP Planning Document, with the Economic change, as presented. Gene Roundy seconded the motion, which passed unanimously.

APPROVE COUNTY VEHICLE USE POLICY

Lester Nixon reported that he is still waiting for Weber County's comments relating to the proposed County Vehicle Use Policy. Steve Baker said that Davis County's Law Enforcement Department does not agree with the proposed language that *no one other than county employees will be transported as passengers*. This item is tabled until comments from Weber County are received.

APPROVE REVISED 2004 MULTILINE BUDGET

Lester Nixon reviewed the proposed amendments to the 2004 Multiline Budget with the Board (see attachment #4). Premiums have been reduced \$50,000 because \$130,000 in premium credits was given back to members instead of the budgeted \$80,000. Capitalization Costs with County Reinsurance Limited are a one time expense based on the amount of premium and any increase in those costs will be due to an exposure increase. The additional Capitalization Costs for exposure increases is \$3,739. Any other increases/decreases to the budget are to bring items in line with actual paid expenses. Steve Wall made a motion to approve the amended 2004 Multiline Budget. Lynn Lemon seconded the motion, which passed unanimously.

APPROVE REVISED 2004 WORKERS' COMPENSATION BUDGET

Lester Nixon reviewed the proposed amendments to the 2004 Workers' Compensation Budget with the Board (see attachment #5). Premiums have been reduced \$34,000 to reflect the actual premiums earned. Lester is working on an investment income formula but is proposing \$12,000 for the 2004 budget year. Reinsurance costs were \$5000 more than budgeted and staff expenses have been increased to reflect the hire of Brody Parker. Steve Wall made a motion to approve the amended 2004 Workers' Compensation Budget. Lynn Lemon seconded the motion, which passed unanimously.

APPROVE 2005 MULTILINE, WORKERS' COMP & ADMINISTRATION BUDGET

Lester Nixon explained that in an effort to alleviate allocation errors from the multiline to the workers' comp accounts, he proposes that the administration items be budgeted separately. Lester reviewed the proposed 2005 Multiline Budget with the Board (see attachment #6). Premiums and Investments for total revenue of \$4,654,236; Losses and Reinsurance for a total expense of \$3,650,257; Accounting, Actuarial and Capitalization for a total expense of \$173,046 leaving an \$830,933 transfer to the Administration

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Budget. Lester reviewed the proposed 2005 Workers' Compensation Budget with the Board (see attachment #7). Premiums and Investments for total revenue of \$1,397,827; Losses, Reinsurance and Third Party Administrator for a total expense of \$1,140,816; Accounting, Actuarial, Brokerage and Capitalization for a total expense of \$89,122 leaving a \$167,889 transfer to the Administration Budget. Lester reviewed the proposed 2005 Administration Budget with the Board (see attachment #8). Total transfers equal \$976,483. Changes from the 2004 Budgets are that the building fees have been consolidated, a new item for the Land Use Hotline Program in the amount of \$25,000, a \$10,000 increase in Loss Control and Training, an allocation for salary increases and an 18% increase in staff medical expenses. Jim Eardley made a motion to adopt the tentative 2005 Multiline, Workers' Compensation and Administration Budgets as proposed and set a Public Hearing to adopt these Budgets for December 16, 2004. Steve Wall seconded the motion, which passed unanimously.

APPROVE 2005 MULTILINE PREMIUM FORMULA

Lester Nixon reviewed the premium formula breakdown with the Board (see attachment #9). Using the same formula adopted by the Board in 2003 for the 2004 premium contributions, Lester recommended using premiums calculated with 10% caps and no premium decreases for the 2005 premium contributions. As the Board compared each member's premium amount, with and without the caps, those counties benefiting from the caps were all less than a \$50,000 discount except for Weber County. The Board felt that with the caps in place, Weber County would never reach the allocation needed to properly fund their portion of the losses and exposure. Weber County became a member in 1998 and their quoted premium was based, in part, on what loss information was available. Average losses reported in 1998 were \$173,000. Average losses from 1999 to 2003 are at \$461,000. Jim Eardley made a motion to add a 15% surcharge to Weber County's 2005 premium and directed Lester Nixon to meet with the Weber County Commission to explain. Gene Roundy seconded the motion, which passed unanimously. Kent Sundberg made a motion to adopt the 2005 premium formula calculation with the exception of Weber County (15% surcharge) and Tooele County, UCIP and the Health Departments' premiums will remain the same as their 2004 allocation. Lynn Lemon seconded the motion, which passed unanimously.

APPROVE 2005 WORKERS' COMPENSATION PREMIUM FORMULA

Lester Nixon explained that the actuary is still working on the analysis for the 2005 Workers' Compensation premium contributions. Gene Roundy made a motion to defer this item until the actuarial analysis is complete and a recommendation can be made to the Board. Lester will schedule a Board telephonic conference. Kay Blackwell seconded the motion, which passed unanimously.

RATIFICATION and APPROVAL of PAYMENTS

Gene Roundy reviewed the payments made and the payments to be made with the Board (see attachment #10). Gene Roundy made a motion to approve the payments made and the payments to be made. Lynn Lemon seconded the motion, which passed unanimously.

SET DATE and TIME for CLOSED MEETING

Kent Sundberg made a motion to set the date and time of a closed meeting to discuss pending or reasonably imminent litigation for September 16, 2004 at 12:36 p.m. Steve Wall seconded the motion, which passed unanimously.

Lynn Lemon made a motion to conclude the closed meeting to discuss pending or reasonably imminent litigation on September 16, 2004 at 12:45 p.m. Steve Baker seconded the motion, which passed unanimously.

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ACTION on LITIGATION MATTERS

Kent Sundberg made a motion authorizing settlement authority in the amount of \$60,000 on claim number DAG0000032004. Steve Wall seconded the motion, which passed unanimously.

Kent Sundberg made a motion authorizing settlement authority up to an amount of \$60,000 without litigation on claim number WEB0000182004. Gene Roundy seconded the motion, which passed unanimously.

Kent Sundberg made a motion to add the law firm of Dunn and Dunn to the approved attorney list for general litigation and civil rights cases. Gene Roundy seconded the motion, which passed unanimously.

SET DATE and TIME for CLOSED MEETING

Kent Sundberg made a motion to set the date and time for a closed meeting to discuss the character. professional competence, physical/mental health of an individual for September 16, 2004 at 12:50 p.m. Steve Baker seconded the motion, which passed unanimously.

Lynn Lemon made a motion to conclude the closed meeting to discuss the character, professional competence, physical/mental health of an individual for September 16, 2004 at 1:00 p.m. Steve Baker seconded the motion, which passed unanimously.

Steve Wall made a motion to adjourn. Lynn Lemon seconded the motion, which passed unanimously.

Respectfully submitted by Sonya White, Executive Assistant.

Approved on this

day of November 2004

Gene Roundy, UCIP Secretary-Treasurer

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LOSS CONTROL MANAGER'S REPORT

BOARD OF TRUSTEES MEETING

16 September 2004 Mark Brady, Loss Control Manager Brody Parker, Workers Compensation Safety Specialist

Here is a report of our current activities and projects.

Since the last meeting:

- 1. Risk Management Certification Training: 24-26 August 2004
- Training in San Juan County
 Harassment
 Drug Testing/Drug Free Workplace
 WC reporting requirements
- 3. DDC Training for: Tooele Carbon
- 4. Safety Committee and consultations in: Emery Carbon

Current Projects:

- 1. Working with Reed Richards on training for Law Enforcement that targets the areas that we want to stress as part of our RMP. We will be taking that training to various regional locations beginning in October.
- 2. Developing a newsletter to update Sheriff's Offices on current liability issues focusing on our claims history and trends we see nationally. The newsletter will target claims we are likely to see in Utah and will offer advice for avoiding such claims.

- 3. Federal Court Updates. We are preparing an update for our counties on 10^{th} Circuit and Supreme Court Decisions that impact liability.
- 4. Developing a RMP for our Workers Compensation members.

Coming up:

- 1. Sponsoring Utah Sheriff Association Fall Workshop 20-22 September 2004
- 2. Risk Management Program Reviews between now and November 30th
- 3. Preparing for the Annual Facilities Maintenance Program
- 4. Preparing for the Annual Planning and Zoning Conference—This year we are focusing on training for the Boards of Adjustment and Planning Commissions.

UTAH COUNTIES INSURANCE POOL Workers' Compensation Report YTD as of 08-31-2004

28.55%	\$258,770	\$123,209	\$135,561	0	16	95	69	\$906,251	7/31/2004	TOTALS
7.30%	\$13,021	\$9,684	\$3,337	0	0	=	14	\$178,296	6/1/2004	Weber
2.45%	\$140	\$0	\$140	0	0	_	0	\$5,719	1/1/2004	Wayne
39.33%	\$49,892	\$19,961	\$29,931	0	4	19	10	\$126,850	4/1/2004	Utah
12.02%	\$9,619	\$4,249	\$5,370	0	0	7	∞	\$80,020	1/1/2004	Uintah
209.73%	\$45,703	\$16,984	\$28,719	0	2	6	6	\$21,791	1/1/2004	Sevier
1.34%	\$282	\$0	\$282	0	0	2	_	\$21,096	1/1/2004	Sanpete
54.41%	\$14,594	\$7,708	\$6,886	0	ω	10	4	\$26,820	1/1/2004	San Juan
24.60%	\$1,005	\$877	\$128	0	0	0	_	\$4,085	2/1/2004	Rich
0.00%	\$0	\$0	\$0	0	0	0	0	\$3,800	2/1/2004	Piute
0.00%	\$0	\$0	\$0	0	0	0	0	\$14,966	1/1/2004	Morgan
18.30%	\$9,930	\$2,053	\$7,877	0	_	5	_	\$54,271	1/1/2004	Millard
5.21%	\$549	\$353	\$196	0	0	0	_	\$10,547	1/1/2004	Kane
1.27%	\$300	\$300	\$0	0	0	0	_	\$23,557	1/1/2004	Juab
17.60%	\$11,033	\$6,934	\$4,099	0	_	=	5ī	\$62,704	1/1/2004	Iron
8.65%	\$2,205	\$540	\$1,665	0	0	2	4	\$25,504	1/1/2004	Grand
57.42%	\$12,659	\$9,969	\$2,690	0	0	4	_	\$22,047	1/1/2004	Garfield
46.47%	\$23,135	\$15,648	\$7,487	0	2	2	2	\$49,785	1/1/2004	Emery
22.66%	\$8,118	\$6,500	\$1,618	0	_	2	2	\$35,820	1/1/2004	Duchesne
0.79%	\$105	\$0	\$105	0	0	2	0	\$13,232	1/1/2004	Daggett
1.45%	\$500	\$500	\$0	0	0	_	ហ	\$34,560	7/1/2004	Cache
61.66%	\$55,980	\$20,949	\$35,031	0	2	10	ω	\$90,781	1/1/2004	Carbon
				Closed	0pen	Closed	0pen			
				mnity	Inde	cal Only	Medical			
RATIO	INCURRED	RESERVES			IS YTD	CLAIN			DATE	
LOSS	TOTAL	TOTAL	TOTAL		MBER of	NUM		PREMIUM	EFFECTIVE	COUNTY

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RENTAL PROPOSAL

Utah County has space in its Historic County Courthouse for rent on a short or long term basis. The rental fee includes all utilities except communications. Ample parking is located convenient to the building. The County also has several large rooms available that can be rented on an hourly basis for meetings in the Courthouse and in the adjacent Administration Building and Health and Justice Building.

Utah County will paint the spaces and clean or replace the carpet as necessary. Some minor remodeling can also be accommodated. A visit to see the space is encouraged.

OPTION A:

Option A is located on the south end of the second floor of the Historic County Courthouse, adjacent to a large rotunda and opposite space rented to the Provo-Orem Chamber of Commerce. Option A includes rooms 202 through 205 which contains 935 square feet and rents for \$1,325 per month. Option A also includes room 206 which contains 2,021 square feet and rents for \$2,865 per month. Combined rooms 202 through 206 contain 2,956 square feet and rents for \$4,190 per month. Suite 206 includes a 468 square foot conference room (Room 206F). The configuration of the rooms described above are shown in the attached drawing labeled Option A.

OPTION B:

Option B is located on the first floor (northwest corner) of the Historic County Courthouse where the Justice Court was located. Before this space is rented, the court facilities would be removed. Option B includes rooms 117 through 120 which contains 2,133 square feet and rents for \$3,020 per month. Part of the combined rooms 117 and 118 containing 752 square feet could easily be separated to create a conference room and additional office space. The configuration of the rooms described above are shown in the attached drawing labeled Option B.

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OPTION C:

Option C is located on the first floor (southwest corner) of the Historic County Courthouse where the Travel Council was located. Option C includes rooms 109 through 112 which contains 2,072 square feet and rents for \$2,935 per month. Room 112 contains 305 square feet and could be used as a conference room. The configuration of the rooms described above are shown on the attached drawing labeled Option C.

2072 # @ \$17.00 #

MEETING ROOM CAPACITIES:

Attached to this proposal is page 7 of the County's Building Use Policy which identifies the capacity of the rooms that are available in our buildings for rental use. Also attached is the Fee Schedule for use of Utah County Facilities which outlines the cost for room use. Rooms are scheduled through the Public Works Department - 851-8611.

Utah Real Estate Solutions

Information & Services to Help You Realize Your Dreams



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Introduction

Buying Utah Real Estate

Utah Homes for Sale

Alpine 1 Acre Estate Draper Exclusive 1 Acre

Classic Brick Rambler - Ogden Charming West Valley Home Riverton Starter Home

Office Building Sale or Lease

FORECLOSURES

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New Homes FOR RENT

FREE 2004 Calendars

Preferred Client Discounts

Contact

Orren Bateman RE/MAX Results

Commercial Office Condo \$395,000



Fantastic Location - Great Investment

684 E Vine Street, Murray UT

located diagonally across from 131.67 | Ag / T purchase Easy freeway access and lots of retail establishments in the 12.50 | Ag / T rental Take a long lunch to play tennis at the Sports Mall or golf

This is unit # 4 which is half of the 2-story office building in the picture above. The unit is 3000 SF with the main floor leased (1500 SF) and the 2nd floor owner occupied (1500 SF).

Full Landscaping, uncovered parking, covered parking is available for purchase separately.

If you are just looking for office space to rent there is up to 1500 SF that could be available on a triple-net lease at \$12.50 per SF per annum.

To see this property or other similar properties contact

Orren Bateman 801.706.1707

RE/MAX Results



P 29

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CIASS "A" Office Space now avail. 10600 S. 859 W. \$15. sq. ft. full service. Cubicles included. Long or short term. 509-5646

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SLC LOC.- 254 W. 400 S.
20,000 sq.ft. Multi-level.
Buy, lease or trade.
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James 530-5005

HOLLADAY/Millcreek Office Share Furn. Pvt Office. \$300-\$500 incl DSL, sec, use of fax, copler & conference rm Steve 274-8686

WEST/SOUTH JORDAN
New 750' sq.ff, Faces Main
Drag, Rent Negotlable!
Realty Brokers Wager
1-800-781-9095 Ext 1334

OFFICES 600-9,000 sq. fr. Murray, WYC, Union Sq./ Sandy Full Service Avail. Good rates. Near I-15 Arrow RE Luana 557-0928

Arrow Ke Ludid 397-0720
COTTAGE Office Space
Available 1,200 sq. fr.
great for Itali estate, insurance, therapy, Call
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1ST MONTH FREE

Multiple Sultes. Utils. paid 470 E. 3900 S. 747-3022 CENTERVILLE New 1800 Sq. ft., and up, Freeway location. Call 801-292-5212 or 801-671-0964

OFFICE Space w/pvt restroom, 480 sq.ft. \$285 or 1,000 sq.ft. \$600. Jerry 631-4448, Forest Realty

NY PLACE AT 9TH EAST 675 sq. ft, \$450/mo. Call for good deals! 597-5572 or 484-6157

357 S. 200 E. Well kept, 600, 300, 100 sd.ft. office space, \$7 sq.ft off inclusive. Poul 533-8373

SANDY Nice office & warehouse space. \$.38/sq ft, 600-3600 sq ft avail with large yd. 801-699-8701

GREAT Taylorsville location on Bargerter, Cubicles \$50/mo. Nice offices \$150-\$250/sec. Call 966-7283

CALL 237-2000 FOR ALL YOUR CLASSIFIED NEEDS

WEST Valley 150 up to 2400 sq. ft. 3646 S. Redwood Rd. Mike, 955-0555 Mountainwest Real Estate

DELUXE OFFICES 3333 S. 900 E. Inclutils. 450-1000 S.F \$295-\$695 699-4593/487-3333

SALT LAKE Deluxe office space, all services including T-1, Avail. Oct. 2004. Call 801-278-9300

MOVE in Incentive 300 -1700 scft.\$295 per mo 8. up. 6381 W, 2100 S.

ORAPER - Single offices 2. Worshouse space for rem #20-0624

21ST SO. & STATE \$250/mo. Heat & electric paid. 278-1730



Real Estate Commercial Property

237-2000

482—Office Space Sale/Lease

SAVE YOUR \$\$\$

Small office on west side. Low rate and free rent. See it at www.synutah.com Soott 886-2555, Kelsle 578-5504 NAI Real Estate

\$150/MO. & UP

Exec. Offices, includes util., janitorial, conference room, etc. includes FREE High Speed Internet. All sizes, near Delta Ctr. 533-8860

QUALITY SPACE
7,340 SF- 6,605 SF
CENTRAL LOCATION
Good Freeway Access
240 E. Morris Ave (2430 S)
Just \$13/5F, Full Service
HANSEN & CO. 273-8888
Beoutiful OFFICE SPACES
1500 & 3000 or 4500 sq.
ft. \$17 PSF, full service,
1-month free rent for every
year leased. Cubicles
avail. located on 106th
south. 801-514-5000

OFFICE/WAREHOUSE

Office/Warehouse Space Up to 6,000 Sq. Ft. Avail. for Lease. Located off 3300 So & 300 West. For Info Call 232-2311

OFFICE SPACE Excellent
Murray Loc. Great Rates
250-12000 sq. ft./State St
Near I-80 Start at \$140.
Full Service. Elaine
891-8371 Arrow RE

9/15/2004

SALT LAKE TRIBUNE

\$13 #

\$17\$

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UCIP PLANNING DOCUMENT

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PLAN

Originally developed by the Utah Counties Insurance Pool Board of Trustees, the Business Plan is intended to provide direction for the Pool over the next five years. The Plan will be reviewed and updated by the Board as appropriate.

Mission Statement

UCIP is committed to meet members' needs for quality insurance at competitive, responsible, and stable cost, and to assist members with improving their risk management practices.

PRINCIPLES AND BELIEFS

- Coverage provided is a promise to pay.
- We look for ways to cover claims, not to deny them.
- To provide as broad coverage as prudence will allow.
- Coverage is open to Utah Counties and those County-related entities over which the County governing body exercises dominant control.
- Pool funds belong to the members.
- The Pool Board is trustee of the members' funds.
- We seek to maximize the value of funds but follow conservative fiscal practices.
- Business is conducted with integrity.
- The best interest of the Pool prevails, always.
- Consistent due diligence is given for all members and issues.
- Member input is sought and encouraged.
- Full disclosure in all communications.
- Services are responsive and respectful.

Situational Analysis

These are our assumptions about the future of UCIP, our Member Counties, and the populations served by our Members. We will monitor these assumptions to identify trends as they develop and needs as they arise so UCIP may respond appropriately.

Economic

- Tight budgetary constraints on members.
- Increasing pressure from taxpayers to reduce taxes.
- Wasatch-front counties versus the rest of Utah.

Political/Regulatory

- Reduced funding available from State and Federal government
- Increasing number of federal and state mandated programs, causing increasing budgetary pressures on our members.
- UCIP needs to stay abreast of state and federal legislation and regulation.

Demographics

- Aging of the post-World War II generation (birth years 1946-1964) will affect supply and demand of age-related services.
- Utah population is increasing statewide.

Knowledge

- Members rely on UCIP to inform them about risk management, legal trends, and best practices.
- Members like owning the Pool.
- Members look to UCIP to deliver new programs.

Social Values

- Greater emphasis on the value of time.
- Need for customized "answers".

Insurance and Pooling Industry

- Increased potential for competition in 2005.
- Reinsurance market is loosening in 2004-2005.

Technology

- Need ready and cost effective access to information
- Examine cost-effective alternatives to on-site meetings.

Staff

- Retain qualified staff.
- Need to support continuing education and personal growth.

Key Success Factors

Development of assumptions leads to emphasizing certain key factors for operations of the pool over the next 5 years.

- Focusing on customer needs and expectations.
- Providing efficient operations and service delivery.
- Assist individual counties with risk management training.
- Fair and equitable allocation of contribution.
- Broaden participation in the pool by all Utah Counties and appropriate related entities.
- The Pool is first choice for value in coverage and service.
- Define our relationship with UAC.
- Board members and staff pursue technical and skill development opportunities.
- Establish meaningful and profitable alliances, whenever feasible.
- Making UCIP products and services value-added for members, assuring excellence in a competitive marketplace.
- Effectively using technology to enhance efficiency and effectiveness in all areas.

GOALS

- 1. Determine permanent location of UCIP.
- 2. Explore employee benefits coverage for members.
- 3. Increase member participation in the Risk Management Program.
- 4. Provide training and education opportunities for members, Trustees, and staff.
- 5. Benchmark UCIP's performance with that of other pools in the region.
- 6. Devise incentive program for Workers' Compensation.

ACTION PLAN

Description

The Plan must be adaptable due to changing circumstances within and outside UCIP.

The goals developed are expanded to include:

STRATEGIES-Individual achievements targeted for short-term (less than 18 months) and long-term (18 months to 5 years) timeframes, not in order of priority

PERFORMANCE INDICATORS-Describing specific measurable actions that will be undertaken to carry out the strategies

UCIP Business Plan Page 5

GOAL #1

Determine permanent location of UCIP.

STRATEGIES

Short-term

- 1. Negotiate building sublease purchase agreement with UAC.
- 2. Determine cost of building out the basement at 5397 South Vine.

Long-term

1. Consider the effects of remaining at 5397 South Vine on UCIP assets and member relations.

PERFORMANCE INDICATORS

- 1. Perform market analysis to obtain comparables.
- 2. Evaluate lease/rent/purchase to determine rate of return.

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GOAL #2

Explore employee benefits coverage for members.

STRATEGIES

Short-term

- 1. Explore partner opportunities with other providers.
- 2. Determine potential inventory of covered lives.

Long-term

1. Plan design and administration requirements.

PERFORMANCE INDICATORS

1. Prepare feasibility study by 1/1/05.

UCIP Business Plan Page 7

GOAL #3

Increase member participation and credits in the Risk Management Program.

STRATEGIES

Short-term

- 1. Notify County Commissioners of 2004 results.
- 2. Work with Insurance Coordinators to maximize 2005 results.

Long-term

1. Within 5 years, bring average award to 90% per member.

PERFORMANCE INDICATORS

- 1. Increase qualifiers to 25 by 2006.
- 2. Bring average award to 75% by 2007.

GOAL #4

Provide training and education opportunities for members, Trustees, and staff.

STRATEGIES

Short-term

- 1. Set standards for:
 - a. How to accomplish
 - b. How often
 - c. Subject matters
 - d. Use of incentives for training

Long-term

1. Analyze training's effects on Pool loss experience.

PERFORMANCE INDICATORS

- 1. Analyze claims quarterly for claims trends that may indicate training needs.
- 2. Seek input from members at least annually.

UCIP Business Plan Page 9

GOAL #5

Benchmark UCIP's performance with that of other pools in the region.

STRATEGIES

Short-term

- 1. Maintain net premium to surplus ratio at 2:1.
- 2. Determine benchmarks (using CO, NV, AZ, NM pools) for:
 - Litigation expense
 - Administration expense
 - Loss adjusting expense

Long-term

1. Meet or exceed the benchmarks established.

PERFORMANCE INDICATORS

- 1. Set net premium to surplus at September meeting annually.
- 2. Obtain statistics from neighbor pools.

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GOAL #6

Devise incentive program for Workers' Compensation.

STRATEGIES

Short-term

1. Build model based on Multiline incentive program.

Long-term

1. Obtain 90% participation in program by 2007.

PERFORMANCE INDICATORS

- 1. Implement program by 1/1/05.
- 2. Obtain 70% average award by 2006.

JOINT POLICY COUNTY VEHICLE USE

Operation of county vehicles is a significant risk exposure to every county. Vehicle accidents represent a substantial liability to the county. Vehicle accidents resulting in personal injury and property damage represent needless suffering, waste, and unnecessary cost to the county.

Employees are encouraged to drive in a safe, reasonable, and defensive manner. When operating a county vehicle, employees will maintain their full attention to driving activities. No phase of the job is of greater importance than safe driving. Employees shall comply with all traffic regulations, except as authorized for emergency vehicles.

County vehicles shall only be used for official county business, or when authorized through an Interlocal Agreement for business purposes deemed relevant to the county's interests. Operators of county vehicles will assume full responsibility for safe operation, as well as the safety and welfare of any passengers. Only county employees, volunteers and others authorized by Interlocal Agreement may operate county vehicles, unless specific authorization otherwise is made by the governing body. No one other than county employees will be transported as passengers except when required by county business. All operators of county vehicles shall review and agree to abide by all county rules and regulations relating to vehicle use.

Employee and occupant use of seatbelts is required in county vehicles. Child restraint devices shall be used in accordance with state law.

<u>Before daily use of a county vehicle, drivers shall inspect the vehicle for visible damage, inoperable lights, under-inflated tires, or any other noticeable condition, which may create an unsafe situation.</u>

The use of cellular telephones is discouraged while operating a county vehicle, unless a hands free system is used. Employees shall use due caution when using a cellular telephone while the vehicle is in motion. The primary responsibility of employees engaged in vehicle operations is the safe operation of the vehicle. Employees are encouraged to use a hands free system or safely park their vehicle out of traffic prior to engaging in a cellular telephone conversation.

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General Budget

	2004	A - h 1 7/24/04	Difference	Proposed
REVENUE	2004	Actual 7/31/04	Difference	Amended
Premiums Written	4,235,916	4,182,032	53,884	4,182,032
Investment Income	250,000	160,661	89,339	238,000
TOTAL REVENUE	4,485,916	4,342,693	143,223	4,420,032
TOTAL NEVENUE	4,405,910	4,542,095	143,223	4,420,032
LOSSES AND LOSS EXPENSES				
Losses	2,290,464	372,462	1,918,002	2,193,200
Reinsurance	1,200,317	1,227,957	(27,641)	1,227,957
TOTAL LOSS EXPENSES	3,490,780	1,600,419	1,890,361	3,421,157
ADMINISTRATION EXPENSES				
Accounting	18,700	8,485	10,215	18,700
Actuarial Analysis	8,500	3,280	5,220	8,500
Automobile Expense	6,090	2,388	3,702	6,090
Automobile Reserve	16,240	13,317	2,923	16,240
Bank Charges	100	42	58	100
Board Expense	22,736	17,886	4,850	30,000
Brokerage Fees	80,000	80,000	0	80,000
Building: Maintenance	12,000	11,040	960	12,000
Building: Repairs & Replacement	5,634	5,647	(13)	5,634
Building: Reserve	17,260	17,260	0	17,260
Capitalization Costs - CRL	145,846	149,585	(3,739)	149,585
Copying Costs	1,200	917	283	1,200
Dues / Subscriptions	3,500	3,318	182	3,500
Exhibiting & Sponsorship	8,120	5,318	2,802	10,000
Information Technology	64,000	38,897	25,103	44,916
Lease Purchase	70,000	0	70,000	70,000
Lobbying & Legislative Tracking	8,120	8,221	(101)	8,120
Loss Control / Training	14,000	12,872	1,128	25,000
Office Insurance	5,500	1,772	3,728	5,500
Office Supplies	7,500	4,005	3,495	7,500
Postage	1,500	1,575	(75)	2,500
Incentives	4,060	246	3,814	7,000
Printing	2,000	544	1,456	2,000
Professional Fees	15,000	19,453	(4,453)	28,000
Property & Equipment	30,000	8,054	21,946	12,000
Staff Expenses	30,000	15,118	14,882	30,000
Staff Salaries	258,626	156,882	101,744	258,626
Staff Retirement	60,586	36,387	24,199	60,586
Staff FICA	21,895	12,420	9,475	21,895
Staff Medical Insurance	50,923	34,862	16,061	50,923
Telephone	5,500	3,416	2,084	5,500
TOTAL ADMINISTRATION	995,136	673,209	321,927	998,875
TOTAL LOSSES AND EXPENSES	4,485,916	2,273,627	2,212,289	4,420,032
NET INCOME	0			0
EQUITY / RESERVES				
Automobile	48,420	16,405		32,015
Building Debt Service	86,300			86,300
Building Repairs & Replacement	28,170			28,170
Capital (CRL)	145,846			149,585
TOTAL DESIGNATED RESERVES	308,736	The state of the s		296,070

Workers Compensation Budget

				Proposed
REVENUE	2004	Actual 7/31/04	Difference	Amended
Premiums Written	940,738	906,667	34,071	906,667
Investment Income	20,000	7,000	13,000	12,000
TOTAL REVENUE	960,738		47,071	918,667
TOTAL REVENUE	900,730	913,667	47,071	910,007
LOSSES AND LOSS EXPENSES				
Losses	418,941	99,353	319,588	312,800
Reinsurance	223,532	228,611	(5,079)	228,611
Third Party Administrator	160,000	74,417	85,583	150,000
TOTAL LOSS EXPENSES	802,473	402,381	400,092	691,411
ADMINISTRATION EXPENSES				
Accounting	8,000	1,863	6,137	8,000
Actuarial Analysis	4,000	720	3,280	4,000
Automobile Expense	1,410	524	886	1,410
Automobile Reserve	3,760	2,923	837	3,760
Bank Charges	200	20	180	200
Board Expense	5,264	3,926	1,338	5,264
Brokerage Fees	25,000	25,000	0	25,000
Building: Maintenance	20,000	20,000		20,000
Building: Repairs & Replacement				
Building: Reserve				
Capitalization Costs - CRL	48,989	52,122	(3,133)	52,122
Copying Costs	40,909	J2, 122	(0,100)	32,122
Dues / Subscriptions				
Exhibiting & Sponsorship	1,880	1,167	713	1,880
Information Technology	1,000	1,107	713	1,000
Lease Purchase				
Lobbying & Legislative Tracking	1,880	1,805	76	1,880
Loss Control / Training				
Office Insurance	5,000	2,826	2,174	5,000
Office Supplies				
Postage	0.40	000	040	040
Incentives	940	300	640	940
Printing				
Professional Fees	we will be a second of the sec			
Property & Equipment		2.242	4 000	5 000
Staff Expenses	5,000	3,318	1,682	5,000
Staff Salaries	31,374	26,635	4,739	75,000
Staff Retirement	7,047	5,179	1,868	18,000
Staff FICA	1,945	1,772	174	4,800
Staff Medical Insurance	6,577	4,551	2,025	15,000
Telephone				The second system with a second second second
TOTAL ADMINISTRATION	158,265	134,651	23,614	227,256
TOTAL LOSSES AND EXPENSES	960,738	537,032	423,706	918,667
NET INCOME	0			0
EQUITY / RESERVES				
Capital (CRL)	48,989			52,122
TOTAL EQUITY	48,989			52,122
TOTAL EQUIT	40,909			52,122

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May 19, 2004

Sheriff LaMar Guymon President, Utah Association of Counties P.O. Box 817 Castle Dale, Utah 84513

Dear Sheriff Guymon,

On behalf of the Board of Trustees of the Utah Counties Insurance Pool, I have attached to this letter UCIP's counteroffer to the Revised March 16, 2004 Services and Promotional Opportunities Agreement from the Utah Association of Counties. The Board of UCIP spent considerable time preparing this offer and considers this a great opportunity to establish a solid foundation for our relationship.

To review with you in order of changes made by UCIP, we struck the first paragraph regarding the "Works Vendor Package" because the "Package" is sold as is by UAC and requires no agreement. UCIP intends to continue purchasing this package.

However, several of our Trustees had been under the impression that the "Works Vendor Package" would create an exclusive endorsement of UCIP by UAC. UCIP is an interlocal entity originally created by UAC and the UCIP Board of Trustees is dedicated to working with UAC to further the cause of Utah's counties. We have a 93% overlap of "clients" and to not work together to our mutual advantage and the advantage of our clients does a great disservice.

The second paragraph of the proposed agreement addressing additional opportunities and the "Newly Elected Officials Training Meetings" was deleted. The UCIP Board would like to take a role in the training of newly elected officials. The liability claims that UCIP sees can be examples of elected officials' shortcomings and could be used as teaching tools for new officials. The UCIP board is desirous of further negotiations regarding this item; however, UAC and UCIP would have to be partners in the undertaking.

The paragraph regarding exclusivity was deleted for the reasons mentioned earlier.

Page 2 Sheriff Guymon

Finally, regarding property management services, the requested fee was reduced to \$2,500. Our Trustees have not yet seen a Building Sublease and Purchase Agreement that would in part address the responsibility for property management. As you know, UCIP pays about \$90,000 per year on a triple net lease for the space used by its five employees. The charge for this space is excessive and is the reason the Sublease and Purchase Agreement was first conceived. I believe it is very important to both our Boards and members to get this agreement ratified as soon as possible.

Please let me know if you have any questions or need any more information.

Sincerely,

Dan R. McConkje

President

cc: Brent Gardner

UAC Executive Director

Lester Nixon

UCIP Chief Executive Officer

AGREEMENT

This Agreement is made	this	day o	f,	2004, by an	d between	the Utah
Association of Counties ("UAC") a	and Utah	Counties Insu	rance Pool	("UCIP").	

Whereas, UCIP desires to receive certain specific services and promotional opportunities from UAC; and

Whereas, UAC desires to provide UCIP certain specific services and promotional opportunities;

Now, therefore, in consideration of the mutual covenants and promises hereinafter set forth, the parties agree as follows:

For a period of two years, beginning January 1, 2004, and extending through and including December 31, 2005, and thereafter, for such further period as may be hereafter agreed by the parties, UAC will provide the following services for, and make available the following promotional opportunities to UCIP:

- 1. UAC will provide UCIP with legislative representation services during the 2004 and 2005 annual general sessions of the Utah State Legislature for a fee of Ten thousand Dollars (\$10,000) per year. UAC will present an invoice to UCIP for the service following the end of the regular legislative session. UAC's services are specifically limited to monitoring and notification. UAC will read proposed legislation and notify the UCIP Chief Executive Officer concerning those bills that may have an impact upon UCIP operations. UAC will monitor legislative committee meetings and floor actions and notify and advise UCIP's CEO when legislation impacting UCIP will be considered within a reasonable time frame. It is specifically understood between the parties that offered amendments, substitute bills and other actions are often taken with little or no prior notice to any interested parties. Moreover, bills may never be considered by the legislature, even though they are scheduled for hearings. UAC will not contact individual legislators, prepare or present information for and in behalf of UCIP at any meeting, task force or informal gathering of legislators during the session. UAC is not responsible for any favorable or unfavorable outcome of any legislation impacting UCIP during the general sessions of the Utah State Legislature.
- 2. UCIP will provide to UAC a summary, description, listing or other understanding of those legislative issues UAC is responsible to monitor for UCIP under the terms of this agreement.

- 3. UAC will provide property management services to UCIP for the office building located at 5397 South Vine Street, Salt Lake City, Utah. Those services include negotiating, monitoring and payment of ongoing maintenance contracts, allocation of utility and maintenance charges, negotiating, monitoring and payment of repair contracts and services for shared equipment and for the building itself, allocation and payment of debt service fees and charges, and monitoring, allocation and payment of real estate taxes and services and appeal of taxes when appropriate. UAC will bill UCIP an annual fee of \$2,500 for the services to be provided by UAC as described in this paragraph. All fees due from UCIP for the services described in this paragraph 3 shall be billed quarterly and shall be due and payable within fifteen (15) days from the date of receipt of the written billing statement from UAC. Any management fee not paid when due shall accrue interest at the rate of 1.5% per month from the first day of the quarter in which said services were provided, up to and including the date of payment.
- 4. This agreement shall be construed, regulated and enforced under and by the laws of the State of Utah, without regard to conflict of law principles. Venue in the event of any need for any legal action arising out of this agreement shall be in Salt Lake County, Utah.
- 5. If any party to this agreement shall be found to be in breach of its responsibilities arising under this agreement, the non-breaching party shall be entitled to reimbursement for costs and fees, including a reasonable attorney's fee, incurred in enforcing such non-breaching party's rights arising under this Agreement.
- 6. In witness whereof this agreement has been executed at Salt Lake City, Salt Lake County, State of Utah, on the day and year first above written.

Utah Association of Counties ("UAC")

L. Brent Gardner, Executive Director Its Duly Authorized Agent

Utah Counties Insurance Pool ("UCIP")

Dan R. McConkie

President, UCIP

TENTATIVE Multiline Budget **2005**

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REVENUE	
Premiums Written	4,091,335
Risk Management Program Credit	-125,000
Investment Income	250,000
TOTAL REVENUE	4,216,335
LOSSES AND LOSS EXPENSES	
Losses	2,006,768
Reinsurance	1,227,927
TOTAL LOSS EXPENSES	3,234,695
No. of the second secon	
ADMINISTRATION EXPENSES	
Accounting	18,700
Actuarial Analysis	8,500
Capitalization Costs - CRL	145,846
TOTAL ADMINISTRATION	173,046
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TOTAL LOSSES AND EXPENSES	3,407,741
TRANSFER TO ADMINISTRATION BUDGET	808,594
	Administration in Financial Control Con
EQUITY / RESERVES	
Automobile	31,688
Building Debt Service	86,300
Building Repairs & Replacement	28,170
Capital (CRL)	149,585
TOTAL DESIGNATED RESERVES	295,743
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TENTATIVE Workers Compensation Budget **2005**

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Premiums Written	1,385,827
Investment Income	12,000
TOTAL REVENUE	1,397,827
LOSSES AND LOSS EXPENSES	
Losses	762,205
Reinsurance	228,611
Third Party Administrator	150,000
TOTAL LOSS EXPENSES	1,140,816
ADMINISTRATION EXPENSES	
Accounting	8,000
Actuarial Analysis	4,000
Brokerage Fees	25,000
Capitalization Costs - CRL	52,122
TOTAL ADMINISTRATION	89,122
TOTAL LOSSES AND EXPENSES	1,229,938
TRANSFER TO ADMINISTRATION BUDGET	167,889
EQUITY / RESERVES	
Capital (CRL)	52,122
TOTAL EQUITY	52,122

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TENTATIVE Administration Budget 2005

TRANSFERS

Multiline	808,594
Workers' Compensation	167,889
TOTAL TRANSFERS	976,483
ADMINISTRATION EXPENSES	
Automobile Expense	9,500
Automobile Reserve	25,000
Bank Charges	300
Board Expense	40,000
Brokerage Fees	80,000
Building Maintenance & Repairs	18,000
Copying Costs	1,200
Dues / Subscriptions	4,500
Exhibiting & Sponsorship	17,500
Information Technology	25,000
Land Use Hotline Program	25,000
Lease Purchase	70,000
Lobbying & Legislative Tracking	10,000
Loss Control / Training	40,000
Office Insurance	5,500
Office Supplies	7,500
Postage	2,500
Incentives	6,000
Printing	7,500
Professional Fees	22,661
Property & Equipment	10,000
Staff Expenses	35,000
Staff Salaries	367,485
Staff Retirement	60,586
Staff FICA	21,895
Staff Medical Insurance	57,856
Telephone	6,000
TOTAL ADMINISTRATION	976,483

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2005 PREMIUM FORMULA CALCULATION LOSS FUND

							AVERAGE	TOSS FUND	LOSS FUND
1999	2000	2001	2002	2003	TOTAL	%	TOSSES	w/o cap	w/10% cap
30.708	10.862	42.136	2.311	9,358	95,375	1%	19,075	17,076	24,028
508,985	123,635	71.439	49,668	16,021	769,748	%/	153,950	137,814	83,094
17,546	110.967	211,886	124,534	93,730	558,663	2%	111,733	100,022	100,022
31.460	1,883	355,225	44,485	36,385	469,438	4%	93,888	84,047	50,873
2.146	2.236	0	63,500	5,519	73,401	1%	14,680	13,142	11,049
176,202	112,916	70,282	247,581	240,012	846,993	8%	169,399	151,643	179,809
38,019	20,000	52,717	152,484	45,295	338,515	3%	67,703	209'09	51,059
7,078	10,626	6,793	37,517	391,051	453,065	4%	90,613	81,116	75,024
9,872	295	0	29,569	33,946	73,682	1%	14,736	13,192	17,944
19,437	48,607	21,712	44,672	114,345	248,773	2%	49,755	44,540	42,837
1.667	19,652	194,825	102,125	88,838	408,107	4%	81,621	73,066	73,066
5.501	16,154	33,470	29,322	279	84,726	1%	16,945	15,169	809'09
4.143	22,023	14,789	127,984	4,642	173,581	2%	34,716	31,077	37,325
22.767	42,468	10,134	40,974	51,504	167,847	2%	33,569	30,051	54,475
30,800	1,471	16,179	6,563	0	55,013	%0	11,003	9,849	18,988
0	0	6,874	0	0	6,874	%0	1,375	1,231	3,382
280,000	848	626	32,000	0	313,807	3%	62,761	56,183	21,822
47,088	5,310	40,922	8,033	105,351	206,704	7%	41,341	37,008	65,032
28,068	36,281	17,424	13,864	3,289	98,926	1%	19,785	17,711	28,291
1,530	14,861	2,433	407,492	13,952	440,268	4%	88,054	78,824	25,430
9,371	9,371	9,371	9,371	9,371	46,855	%0	9,371	8,389	62,645
142,516	7,053	181,725	253,582	121,295	706,171	%9	141,234	126,431	91,079
232,112	56,205	330,299	52,371	241,225	912,212	%8	182,442	163,320	206,297
181,369	2,609	34,522	266,497	31,321	521,318	2%	104,264	93,335	93,335
159,326	13,793	77,313	83,779	247,870	582,081	2%	116,416	104,214	104,214
0	0	0	71,571	61,288	132,859	1%	26,572	23,787	17,530
543,980	527,395	507,046	147,029	580,401	2,305,851	21%	461,170	412,833	165,527
0	0	0	0	0	0	%0	0	0	0 0
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,000	2,000	2,000	2,000	2,000	10,000	%0	2,000	1,790	1,790
2,547,691	1,268,521	2,326,475	2,464,878	2,563,288	11,170,853	100%	2,234,171	2,000,000	1,779,105

2005 PREMIUM FORMULA CALCULATION Reinsurance

2005 DEINSTIDANCE	w/10% liab cap	19,573	49,769	61,594	58,658	15,216	126,682	42,625	51,900	24,917	26,893	49,833	22,791	17,657	55,405	14,426	7,196	7,595	54,548	16,330	37,994	66,923	60,965	164,115	67,708	85,053	8,617	204,415	1,303	12,256	4,669	3,506	6,044	1,501	2,616	2,110	5,795	1,459,196
2005	200	18,186	43,885	47,334	53,481	13,610	100,486	32,353	42,472	22,235	23,962	45,296	20,061	15,175	47,332	11,250	5,441	5,776	44,783	14,400	30,205	602,72	25,697	135,767	68,909	77,638	5,915	158,845	1,899	6,783	3,113	2,490	4,116	1,501	1,643	1,375	3,834	1,227,957
PREMIUM	w/10% cap	7,166	22,940	35,600	17,606	5,919	61,723	19,138	21,745	10,948	11,153	20,328	11,481	10,556	21,865	6,724	3,649	4,884	27,591	9,901	18,886	32,036	25,831	69,425	24,234	30,357	6,313	690'68	624	6,751	3,197	2,601	5,225	1,374	2,215	1,656	5,331	656,041
DDEMINA	LIABILITY	5,778	17,056	21,339	12,428	4,314	35,527	998'8	12,318	8,265	8,223	15,791	8,751	8,074	13,793	3,548	1,894	3,065	17,826	7,971	11,098	22,821	20,563	41,078	25,434	22,943	3,611	43,498	1,221	4,279	1,641	1,586	3,296	1,374	1,242	921	3,370	424,802
DOCIMINA	E&O	1,150	2,600	3,246	2,096	602	10,243	1,985	1,497	1,087	1,623	2,316	882	1,056	2,159	615	284	630	1,954	1,056	1,733	3,404	2,616	11,204	2,238	5,736	425	10,416	92	1,371	299	630	1,103	284	441	173	1,056	80,712
NI IMBED OF	EMPLOYEES	73	165	206	133	45	650	126	92	69	103	147	26	29	137	39	18	40	124	29	110	216	166	711	142	364	27	661	9	87	38	40	70	18	28	1	29	5,122
DDEMILIM	LIABILITY	1,720	4,011	3,019	3,685	1,053	13,770	352	2,690	1,599	1,555	3,504	1,222	1,202	3,622	975	305	262	2,637	1,871	2,302	6,835	10,172	14,799	11,920	6,821	574	12,904	948	1,365	292	299	1,659	497	386	332	1,127	123,193
	EXPENDITURES	8,026,773	18,719,263	14,088,415	17,200,000	4,912,596	64,266,946	1,642,627	12,553,153	7,463,669	7,256,647	16,354,133	5,701,884	5,611,281	16,902,535	4,550,184	1,423,665	2,775,039	12,308,122	8,729,760	10,742,155	31,900,938	47,474,380	69,068,192	55,630,755	31,832,319	2,678,160	60,221,292	4,426,132	6,369,144	2,647,302	2,796,675	7,741,332	2,319,522	1,800,000	1,549,000	5,259,163	574,943,153
DEMIIM		2,908	10,445	15,075	6,647	2,552	11,514	6,528	8,131	5,579	5,045	9,971	6,647	5,816	8,012	1,959	1,306	1,840	13,235	5,045	7,063	12,582	7,775	15,075	11,276	10,386	2,611	20,179	178	1,543	475	356	534	593	415	415	1,187	220,897
MIMBED of	VEHICLES	49	176	254	112	43	194	110	137	94	82	168	112	86	135	33	22	31	223	85	119	212	131	254	190	175	44	340	3	26	8	9	6	10	7	7	20	3,722
2005	PROPERTY	12,408	26,828	25,994	41,053	9,296	64,959	23,488	30,155	13,970	15,740	29,504	11,310	7,101	33,540	7,702	3,547	2,711	26,956	6,429	19,107	34,888	35,134	94,689	43,475	54,696	2,304	115,346	678	5,505	1,472	902	820	127	401	454	464	803,155
INCIIDABLE	VALUE	14,711,672	31,810,173	30,821,116	48,676,068	11,022,349	77,021,601	27,849,006	35,754,363	16,563,505	18,662,600	34,983,136	13,409,612	8,419,349	39,767,565	9,132,469	4,205,729	3,214,550	31,962,055	7,622,773	22,655,134	41,366,034	41,658,014	112,272,372	51,547,514	64,852,030	2,732,066	136,764,936	804,246	6,526,900	1,745,620	1,072,497	971,925	150,000	475,000	538,803	550,312	952,293,094
	COUNTY	Beaver	Box Elder	Cache	Carbon	Daggett	Davis	Duchesne	Emery	Garfield	Grand	lron	Juab	Kane	Millard	Morgan	Piute	Rich	San Juan	Sanpete	Sevier	Tooele	Uintah	Utah	Wasatch	Washington	Wayne	Weber	UCIP	Bear River HD	Central HD	Southeastern HD	Southwest HD	Tooele HD	TriCounty HD	Wasatch HD	Weber-Morgan HD	TOTALS

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2005 PREMIUM FORMULA CALCULATION Expense / Totals

2005 PROPOSED

211,900 119,539 41,793

430,230 119,255 163,980

-1.26% 1.55% -2.10% -8.33% 86.6 4.72% -3.08% -8.42% PERCENT .17.01% -18.34% -5.58% -14.77% -12.23% -10.82% -87.02% -236.40% -43.02% -66.19% -6.72% 13.22% 13.77% 1.04% 0.20% -12.22% 4.66% -9.51% .102.90% -1.17% -33.56% -65.26% -52.74% 19,775 18,218 -19,670 -2,718 2,906 -54,039 -9,286 -6,237 -7,707 -7,144 -1,060 -10,894 -1,885 -16,168 -20,799 -331,706 -85,001 55,504 24,950 92,354 151,767 184,482 119,029 182,679 241,739 5,116 PREMIUM 211,900 68,171 80,309 145,870 44,138 82,776 84,987 4,315,132 126,917 165,655 496,363 178,120 451,062 163,980 3.97% 2.29% 2.69% 3.47% 1.21% 0.56% 5.80% 1.09% 100% 1.02% 9.23% 2.99% 1.50% 3.85% 1.86% 1.11% 3.75% 4.70% 11.10% 4.97% 1.01% 0.04% 0.41% 0.19% 0.16% 0.23% PERCENT 3.46% 1.56% 2.11% 0.13% 2.45% 0.10% 53,126 -14,260 -12,315 -37,789 45,606 DIFFERENCE -1,228 -8,730 -3,905 -12,510 -71,324 -2,472 4,537 30,084 -7,415 3,555 201,736 -1,015 -3,337 48,169 -32,49732,542 \$2.0 LOSS FUND 91,290 187,388 367,700 74,072 879,76 2005 PREMIUM w/caps 158,062 59,922 107,247 22,232 44,226 61,977 197,895 230,845 441,776 16,398 6,182 5,143 3,983,425 153,363 138,163 48,361 149,487 442,324 7,541 40,408 2005 PREMIUM 184,302 165,753 313,338 90,062 148,826 59,079 65,343 36,046 18,326 129,533 879,76 217,472 2,117 13,926 5,985 7,218 3,842 41,032 52,487 76,768 49,467 5,167 4,171 154,726 105,667 111,698 371,000 199,095 223,430 43,963 643,512 4,036,551 2,352 17,060 21,560 30,464 23,849 19,090 28,283 11,654 14,809 29,908 20,504 31,580 35,344 71,912 41,578 71,834 218 31,138 14,947 17,355 14,261 808,594 PREMIUM EXPENSE 36,851 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9.883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 9,883 266,836 MEMBER 31,695 4,379 218 2,352 1,082 887 1,312 738 4,398 13,966 5,064 4,926 20,025 62,030 26,969 61,951 653 27,064 15,688 21,255 7,178 20,581 9,207 18,401 1,771 7,472 21,698 25,461 541,758 18,342 11,677 10,621 PRO-RATA

80,309

145,870

55,504 24,950 44,226

126,917

153,363

68,171

182,679 187,388

165,655

82,776 84,987 197,895

241,739

451,062

17,957 10,785 12,544 15,200 4,341,247

42,293

496,363

2005 Premiums.xls, Expense&Totals Proposed

Utah Counties Insurance Pool Payments

August 20 - September 16, 2004

Туре	Date N		Name	Memo	Split	Amount	
VF-Expense							
Check	8/27/2004	VISA	Wells Fargo	Account Number: 4856 2002 0646 9788	-SPLIT-	-671.4	
Check	8/27/2004	VISA	Wells Fargo		-SPLIT-		
Check		VISA		Account Number: 4856 2002 0633 9635		-219.4	
Liability Check	8/27/2004 8/30/2004	VISA	Wells Fargo	Account Number: 4856 2002 0646 9796	-SPLIT-	-925.4	
Paycheck	8/31/2004		QuickBooks Payroll Service Brody S. Parker	Created by Payroll Service on 08/27/2004	-SPLIT- -SPLIT-	-10,166.	
Paycheck	8/31/2004		Charmaine G. Green	Direct Deposit	-SPLIT-	0.0	
				Direct Deposit		0.0	
Paycheck	8/31/2004		Korby M. Siggard	Direct Deposit	-SPLIT-	0.0	
Paycheck	8/31/2004		Lester J. Nixon	Direct Deposit	-SPLIT-	0.0	
Paycheck	8/31/2004		Mark W. Brady	Direct Deposit	-SPLIT-	0.0	
Paycheck	8/31/2004	0540	Sonya J. White	Direct Deposit	-SPLIT-	0.0	
Check	9/3/2004	2542	James Eardley	Mileage Reimbursement	Board Expense	-225.0	
Check	9/7/2004	2543	AGRIP	October Conference Registration	-SPLIT-	-3,495.0	
Check	9/7/2004	2544	Office Depot	Account Number: 35538769	-SPLIT-	-303.	
Check	9/7/2004	2545	Snelling Personnel Services	Invoice Number: 3294843	Professional Fees	-114.2	
Check	9/7/2004	2546	Festival Hall	Facility Rental, August 24-26	Loss Control / Training	-502.0	
Check	9/7/2004	2547	A La Carte Catering	Invoice Numbers: 2223	Board Expense	-210.0	
Check	9/7/2004	2548	Suitter Axland	Invoice Numbers: 1266314	-SPLIT-	-428.3	
Check	9/7/2004	2549	By The Numbers Actuarial Consulting, Inc.	Invoice Number: 2004-73	Actuarial Analysis	-2,000.	
Check	9/7/2004	2550	By The Numbers Actuarial Consulting, Inc.	VOID: Invoice Number: 2004-74	Actuarial Analysis WC	0.0	
Check	9/7/2004	2551	Utah Association of Counties	Invoice #467 (Second Quarter)	-SPLIT-	-59,364.	
Check	9/7/2004	2552	Utah Association of Counties	Invoice #465	Exhibiting & Sponsorship	-425.	
Check	9/7/2004	2553	Utah Association of Counties	Invoice #452	-SPLIT-	-1,360.	
Check	9/7/2004	2554	Korby M. Siggard	Expense Reimbursement	-SPLIT-	-272.	
Check	9/7/2004	2555	Dan McConkie	Mileage Reimbursement	Board Expense	-22.	
Check	9/7/2004	2556	Kay Blackwell	Mileage Reimbursement	Board Expense	-142.	
Check	9/7/2004	2557	Gene Roundy	Mileage Reimbursement	Board Expense	-196.	
Check	9/7/2004	2558	Kent Sundberg	Mileage Reimbursement	Board Expense	-37.	
Check	9/7/2004	2559	Steve Baker	Mileage Reimbursement	Board Expense	-18.	
Check	9/7/2004	2560	Jerry Grover	Mileage Reimbursement	Board Expense	-33.	
Check	9/7/2004	2561	Lynn Lemon	Mileage Reimbursement	Board Expense	-67.	
Check	9/7/2004	2562	Kenneth Bischoff	Mileage Reimbursement	Board Expense	-33.	
Check	9/7/2004	2563	Ira Hatch	Mileage Reimbursement	Board Expense	-111.	
Check	9/7/2004	2564	Steven Wall		Board Expense	-123.	
Check	9/7/2004	2565		Mileage Reimbursement			
			Davis County	Reimbursable Expenses - Gary McKean	Loss Control / Training	-384.	
Check	9/7/2004	2566	Lester J. Nixon	Reimburseable Expenses	-SPLIT-	-1,472.	
Check	9/7/2004	2567	PEHP-LTD	Coverage Period: August 2004	Medical	-174.	
Liability Check	9/7/2004	2568	Utah Retirement Systems	Unit No: 864 (August 2004)	-SPLIT-	-6,787.	
Check	9/7/2004	2569	Sonya J. White	Expense Reimbursement	-SPLIT-	-2,055.3	
Check	9/7/2004	2570	Qwest	Account Number: 801-293-3098-606B	Telephone	-240.	
Liability Check	9/8/2004		United States Treasury	87-0495792	-SPLIT-	-6,881.0	
Liability Check	9/10/2004		Nationwide Retirement Solutions	Entity: 644013	-SPLIT-	-2,830.	
Liability Check	9/14/2004		QuickBooks Payroll Service	Created by Payroll Service on 09/10/2004	-SPLIT-	-10,166.	
Paycheck	9/15/2004		Brody S. Parker	Direct Deposit	-SPLIT-	0.	
Paycheck	9/15/2004		Charmaine G. Green	Direct Deposit	-SPLIT-	0.	
Paycheck	9/15/2004		Korby M. Siggard	Direct Deposit	-SPLIT-	0.	
Paycheck	9/15/2004		Lester J. Nixon	Direct Deposit	-SPLIT-	0.	
Paycheck	9/15/2004		Mark W. Brady	Direct Deposit	-SPLIT-	0.	
Paycheck	9/15/2004		Sonya J. White	Direct Deposit	-SPLIT-	0.	
Liability Check	9/16/2004	2571	Utah Local Governments Trust	Customer Number: 1576.0 (OCT)	-SPLIT-	-4,987.	
Check	9/16/2004	2572	Utah State Bar	Eminent Domain/Utah Land Use Conferences	Loss Control / Training	-140.	
Check	9/16/2004	2573	Brody S. Parker	Expense Reimbursement	-SPLIT-	-470	
Check	9/16/2004	2574	Southern Utah University	Invoice Number: S0001098	Loss Control / Training	-2,749	
Check	9/16/2004	2575	Positive Incentives	Invoice Number: 84791	-SPLIT-	-385	
Check	9/16/2004	2576	Utah Safety Council	Invoice Number: 78732	Loss Control / Training	-375	
	9/16/2004	2577	TCNS, Inc.	Invoice Number: 78732 Invoice Number: 1897	-SPLIT-	-592	
Check					-SPLIT-	-257	
Check	9/16/2004	2578	Verizon Wireless	Invoice Number: 1886745906			
Check	9/16/2004	2579	Verizon Wireless	Invoice Number: 1886472404	Telephone	-67	
Check	9/16/2004	2580	Verizon Wireless	Invoice Number: 1886472405	Telephone	-36	
Check	9/16/2004	2581	Kinko's	Account Number: 0000511812	Copying	-19	
Check	9/16/2004	2582	Lester J. Nixon	Travel Expenses	-SPLIT-	-720	
Check	9/16/2004	2583	Sonya J. White	Travel & Reimbursable Expenses	-SPLIT-	-553	
Check	9/16/2004	2584	Mark W. Brady	Travel & Expense	-SPLIT-	-193	
Check	9/16/2004	2585	A La Carte Catering	Invoice Numbers: 2235, 2236	-SPLIT-	-426	
Check	9/16/2004	2586	A-Star Copier	Invoice Nmber: 1704	Repairs & Replacement	-70.	
otal WF-Expense			- Action of Manager and Action			-124,506	
F-Work Comp Exp						F-2000000	
Check	9/7/2004	0028	Alternative Service Concepts, LLC	Invoice Number: 0009503-IN	-SPLIT-	-13,040	
Check	9/7/2004	0029	By The Numbers Actuarial Consulting, Inc.	Invoice Number: 2004-74	Actuarial Analysis WC	-2,000	
	9/16/2004	38	BRF - Alternative Service Concepts	Voucher Number: 372	TPA WC	-1,198	
Check			THE TRANSPORT OF THE PROPERTY			200,000,000	
	_					40 000	
Check otal WF-Work Comp	p Expense					-16,238	

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AFFIDAVIT OF DAN McCONKIE

STATE OF U	
COUNTY O	F SALT LAKE)
Dan Mo	Conkie, being duly sworn upon oath, deposes and says:
1.	That the affiant has personal knowledge of the matters hereinafter referred to in this Affidavit.
2.	That the Affiant, on or about the <u>16</u> day of <u>September</u> , 2004, presided over a meeting of the Utah
Counties Insuran	ice Pool Board of Trustees, an open and public meeting within the provisions of Chapter 4, Title 52, Utah Code
Annotated, 1953	, as amended.
3.	That a quorum of the Utah Counties Insurance Pool Board of Trustees was present and at least two-thirds of
the members pre-	sent, voted to close the meeting pursuant to the provisions of Section 52-4-4, Utah Code Annotated, 1953, as
amended, for the	purpose of discussing the character, professional competence, or physical or mental health of an individual.
4.	That the affiant was present throughout the meeting and, pursuant to the provisions of Section 52-4-7.5, the
affiant does here	by affirm that the sole purpose for closing the meeting was to discuss the character, professional competence,
or physical or me	ental health of an individual or individuals.
FURTH	IER, Affiant saith not.
DATE	O this 16 day of September , 2004. DAN McCONKIE, President Utah Counties Insurance Pool
On the	day of 2004, personally appeared before me Dan McConkie, who, after being by me
duly sworn, depo	osed and said that the information contained in the above and foregoing Affidavit is true and correct.
	NOTARY PUBLIC SONYA WHITE 10169 S. Heytesbury Ln. Sandy, UT \$4032 My Commission Expires: 4-18-2008
0	State of Utah My Commission Expires:

MOTARY PUBLIC
SONYA WHITE
10189 S. Haylasbury LA.
Sandy, UT 80092
My Commander Expless. 4-19-2008
State of Utah

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